

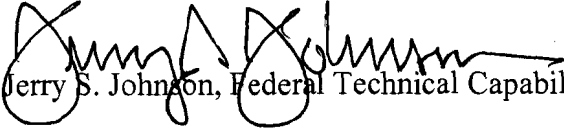


Department of Energy  
National Nuclear Security Administration  
Pantex Site Office  
P. O. Box 30030  
Amarillo, TX 79120



JAN 31 2007

MEMORANDUM FOR: Roy J. Schepens, Federal Technical Capability Panel Chairman, RL

FROM:  Jerry S. Johnson, Federal Technical Capability Panel Agent, PXSO

SUBJECT: Annual Workforce Analysis and Staffing Plan Report

Please reference your memorandum dated September 6, 2006, subject as above.

Attached is the requested calendar year (CY) 2006 Workforce Analysis and Staffing Plan Report for the Pantex Site Office.

The analysis shows a shortage of two Full Time Equivalent (FTE) positions covered under the Technical Qualification Program (TQP), one each in Safety Systems Oversight and Occupational Safety. Although the need for one FTE in Technical Training continues, that function can only be covered minimally, as a collateral duty, at the current FTE allotment.

If you have any questions regarding this report, please contact Laura Pendlebury of my staff at (806) 477-3177.

Attachment

cc w/attachment (via email):  
D. Chaney, OTS, NNSA/SC  
D. Glenn, Manager, PXSO  
D. White, DM, PXSO  
D. Riekenberg, SC, PXSO  
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G. Wisdom, AMSS, PXSO  
L. Pendlebury, EC, PXSO  
D. Rhodes, GenQuest, Pantex

# **Annual Workforce Analysis and Staffing Plan Report**

**As of December 31, 2006**

**Reporting Office: Pantex Site Office**

## **Section One: Current Mission(s) of the Organization and Potential Changes**

The primary mission of the Pantex Site Office is to provide on-site management, day-to-day oversight and surveillance of the Pantex Plant Management and Operating (M&O) contractor, and support for accomplishment of the DOE/NNSA strategic and long-term goals.

- Eleven main facilities for nuclear explosives
- One facility for nuclear material operations
- Nuclear explosive and nuclear material staging facilities
- High explosive formulation, fabrication, and machining facilities

## Section Two - SITE CHARACTERISTICS TABLE <sup>1</sup>

Number of Hazard Category 1, 2, or 3 Nuclear Facilities:

HC 1: 0

HC 2: See FR/SSO Staffing Analysis

HC 3: 0

Number of Radiological Facilities<sup>2</sup>: See FR/SSO Staffing Analysis

Number of High or Moderate Hazard Non-Nuclear Facilities: See FR/SSO Staffing Analysis

Number of Low Hazard Non-Nuclear Facilities: See FR/SSO Staffing Analysis

Number of Documented Safety Analyses: Site-wide, facility-specific, and per weapons program

Number of Safety Systems<sup>3</sup>: See FR/SSO Staffing Analysis

Number of Site Contractor FTEs: Approximately 3,300

Number of Federal Office FTEs: Authorized: DP-85, EM-1

## Section 2 - Technical Staffing Summary Table

TECHNICAL CAPABILITY	For All Facilities		Comments
	Number of FTEs Needed	Number of FTEs Onboard	
Senior Technical Safety Managers	6	6	
Safety System Oversight Personnel <sup>2</sup>	5.25	4.25	
Facility Representatives <sup>3</sup>	10	10	See FR Analysis
Other Technical Capabilities:			
Aviation Safety Manager	NA		
Aviation Safety Officer	NA		
Chemical Processing	NA		
Civil/Structural Engineering			See SSO Analysis
Construction Mgmt	4	4	
Criticality Safety	0.1	0.1	
Deactivation and Decommissioning	NA		
Electrical Systems			See SSO Analysis
Emergency Management	1	1	
Environmental Compliance	3	3	
Environmental Restoration	1	1	
Facility Maintenance Mgmt	1	1	Also see SSO Analysis
Fire Protection Engineering			See SSO Analysis
Industrial Hygiene	1	1	
Instrumentation and Control			See SSO Analysis
Mechanical Systems			See SSO Analysis
Nuclear Explosive Safety			Performed by NA-121.2
Nuclear Safety Specialist	6.7	6.7	
Occupational Safety	2	1	
Quality Assurance	7	7	
Radiation Protection	1	1	
Safeguards and Security	9	9	
Safety Software Quality Assurance	0.2	0.2	
Technical Program Manager	8.75	8.75	
Technical Training	1.0	0	Minimal coverage as collateral duty
Transportation & Traffic Mgmt	1	1	
Waste Management	1	1	
Federal Project Directors <sup>4</sup>	4	4	

**Section Three: Current shortages and plans for filling them**

System Safety Oversight (SSO): The current staffing level of 4.25 FTEs is being augmented through the use of the Service Center and/or other resources to perform assessments in some areas (e.g., special tooling). The SSO Staffing Analysis indicates that an additional 0.5 FTE is needed for each of two disciplines: electrical and mechanical engineering. PXSO will seek that authorization through the NNSA Leadership Coalition.

Occupational Safety: With the implementation of 10CFR851, it is expected that oversight will require an additional 1.0 FTE. PXSO will seek that authorization through the NNSA Leadership Coalition.

Technical Training: The 1.0 FTE needed for Technical Training has been requested in the past. Minimal coverage is assigned as a collateral duty, but 1.0 FTE is needed. PXSO will seek that authorization through the NNSA Leadership Coalition.

**Section Four: Projected shortage/surplus over next five years**

There are no significant changes to the plant mission that would substantially change the staffing requirements expected over the next five years at this time. Retirements are expected to occur over the next five years and will be backfilled using normal hiring practices. FTE needs will not reduce in the event of attrition. It is not expected that attrition would result in the loss of any FTE allocations.

**Section Five: General comments or recommendations related to the Technical Staffing**

None.

**Pantex Site Office Senior Technical Safety Manager (SSTM) Staffing**

The Pantex Site Office has identified the following six positions as STSMs based on the criteria of the Federal Technical Capabilities Program (FTCP) Manual and the functional areas of responsibility in regard to operation of defense nuclear facilities.

**Manager, Pantex Site Office:** Overall safety responsibility for nuclear explosive and nuclear material operations.

**Senior Scientific and Technical Advisor:** Provide advice to Manager and Assistant Managers for safety issues related to nuclear explosive and nuclear material operations.

**Assistant Manager for Nuclear Engineering:** Review and approval of safety basis documents, the Unreviewed Safety Question (USQ) program, and safety oversight of nuclear explosive and nuclear material operations.

**Assistant Manager for Facility Operations:** Safety oversight of nuclear explosive and nuclear material operations and management of the PXSO Facility Representative Program.

**Assistant Manager for Environmental and Site Engineering Programs:** Oversight of design and construction activities and environmental compliance activities related to the safe operation of nuclear explosive and nuclear material facilities.

**Assistant Manager for Oversight and Assessment:** Oversight of Quality assurance and safety management programs relevant to the safe operations of nuclear explosive and nuclear facilities.